



# Oundle Town Council

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## Minutes of the Meeting of the Town Council held on Tuesday 20<sup>th</sup> October 2020 at 7.30pm via Zoom.

**Members Present:** Cllrs T Robinson, D Chapple, I Clark, J Hutton, C Humphreys, V Chesser, P Peel, and M Glen

**In attendance:** Emma Baker – Town Clerk  
member of the public

**Absent:**

### 20.102. Apologies for Absence

20.102.01. To receive apologies for absence.  
Apologies were received from Cllr Sparkes and Cllr Fuller

### 20.103. Declarations of Interests

To receive and consider any declarations of interest from Members under Section 50 of the Local Government Act 2000 (*Standing Order 13*)  
(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

- 20.103.01. To declare any Disclosable Pecuniary Interests.
- 20.103.02. To declare any Other Interests.
- 20.103.03. To consider any requests for Dispensation.
- 20.103.04. To report any gifts or hospitality accepted over the value of £50.00.
- 20.103.05. To report any inappropriate gifts or hospitality offered.

### 20.104. Minutes of Previous Meetings

20.104.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 15<sup>th</sup> September 2020 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

**Proposed:** Cllr Humphreys      **Seconded:** Cllr Hutton      **Resolved:** All in favour

20.104.02. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 1<sup>st</sup> October 2020 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

**Proposed:** Cllr Hutton      **Seconded:** Cllr Humphreys      **Resolved:** All in favour

### 20.105. Public Participation from Interested Parties or Members of the public

A resident shared his concerns about the lorries travelling on Mill Road, during early hours of the morning. The weight limit has been revoked to 18 tonne limit however large

vehicles are still using South Bridge. The Mayor informed the meeting that the signage on the A605 had not been changed since the work on North Bridge had been completed, which could be why lorries are still using South Road. The Clerk agreed to contact Northants Highways and also write to the large local businesses in Oundle asking them to use North Bridge when making deliveries.

A representative from the Oundle Football Club thanked the Town Council for the grant they awarded to the club. He gave an update on what progress the club had made and the plans they have for the future.

7.49pm Cllr Peel joined the meeting.

#### 20.106. Consideration of Requests from Interested Parties

There were none.

#### 20.107. Reports

##### 20.107.01. Mayor's Report

The Mayor informed the meeting that he had not written a report.

##### 20.107.02. District Councillors Report

No report had been submitted.

#### 20.108. Town Matters

##### 20.108.01. To receive an update regarding the installation of Virgin Park and Charge points.

The update was noted and it was agreed that objections would be made when the TRO (Traffic Regulation Order) goes out for consultation.

##### 20.108.02. To consider starting discussions with Northamptonshire Highways to improve to the area around the war memorial to make.

It was agreed that Cllr Clark start investigate the idea further with Northants Highways.

#### 20.89. Council Matters

##### 20.109.01. To receive the Clerks Report.

The Clerks report was received.

The Mayor informed the meeting that Cllr Fuller had taken his place as representative for the JAG meetings.

Cllr Chesser declared an interest

##### 20.109.02. To receive an update from VA regarding the new lease and consider requests for new lease.

The update was received and the requests approved.

**Proposed:** Cllr Chapple                      **Seconded:** Cllr Glen                      **Resolved:** 6 in favour  
2 Abstentions

##### 20.109.03. To agree terms for renewal of lease for the Pre-school.

The terms were agreed and included the rent at the current rate with a review at the 3<sup>rd</sup> year.

- 20.109.04. To receive an update on Remembrance Day procedures and consider request to pay for a traffic warden to come to Oundle on 8<sup>th</sup> Nov 2020.  
There was some concern with the number of people attending the ceremony and it was agreed that the Clerk as for the numbers to be reduced.
- 20.109.05. To receive the minutes from the Northants CALC AGM held on 3<sup>rd</sup> October.  
The minutes were received.
- 20.109.06. To receive presentations from the Northants CALC AGM and to consider developing a health and wellbeing strategy working in partnership with the health centre.  
It was agreed that the Clerk investigate the partnership idea.
- 20.109.06. To review the OTC Standing Orders.  
The amendment to include online meetings was approved.
- 20.109.07. To consider developing an Emergency Plan.  
It was agreed that the Clerk speak to Cllr Fuller to find out if there is already an emergency plan before starting a new one.
- 20.109.08. To receive the amended Covid 19 Risk Assessment.  
The risk assessment was received.
- 20.109.09. To receive the amended First Aid Risk Assessment.  
The risk assessment was received.

#### 20.90. Financial Matters

- 20.110.01. To approve the Bank Reconciliation, Balance Sheet and Hub Trading Account for September 2020.  
The monthly bank balance as at September 2020 is as follows:  
Barclays Account £684,848.64  
The accounts were approved.  
**Proposed:** Cllr Glen                      **Seconded:** Cllr Clark                      **Resolved:** All in favour
- 20.110.02. Payments for September 2020.  
*PROPOSITION: 'That the schedule of payments for September 2020 as presented at this item are paid up and that all related documentation and cheques are signed'.*  
**Proposed:** Cllr Robinson                      **Seconded:** Cllr Peel                      **Resolved:** All in favour
- 20.110.03. To approve the quote to clear ivy and remove branches from Sycamore tree in the Churchyard.  
It was agreed that another quote be obtained before going ahead with the work. It was agreed that the Clerk would make the final decision on which quote to go with.  
**Proposed:** Cllr Robinson                      **Seconded:** Cllr Glen                      **Resolved:** All in favour
- 20.110.04. To receive the Finance and General Purposes Committee minutes from the meeting held on 13<sup>th</sup> October 2020.

The minutes were received.

- 20.110.05. To consider the budget for 2021/2022.  
The first draft of the budget was received.

Proposed: Cllr

Seconded: Cllr

Resolved: All in favour

**20.111. Planning Matters**

- 20.111.01 To receive the minutes from the Planning Committee meeting held on 6<sup>th</sup> October 2020.

The minutes were received.

- 20.111.02. To receive an update from the meeting with ENC to discuss ONP policies in the draft Local Plan.

The update was received. It was agreed that the Clerk circulate the Design Statement.

- 20.111.03. To consider OTC response to the Planning Consultation and finalised approval for submission.

The response was approved and it was agreed that the Clerk would submit it.

**20.112. Estates Management Matters**

- 20.112.01. To receive the Estates Report.

The report was received.

- 20.112.02. To consider proposal from Cllr Peel to sell Fletton House.

This item was discussed earlier in the meeting at the request of Cllr Peel as he felt it should be discussed before the leases for VA and the Preschool were approved.

Following a discussion it was agreed that there was not enough support for the proposal for it to be pursued.

**20.113. Communications Working Party Matters**

- 20.113.01. To receive an update from the communications working party.

Cllr Clark gave an update following the meeting with members of the OBA. An upgrade of the Oundle.info website, Town App and town video were discussed.

- 20.113.02. To consider new logo for OTC.

The logo was approved.

**20.114. Correspondence for Information**

- 20.114.01. Employment Law Update September 2020.

Received.

- 20.114.02. Q&A North Northamptonshire LGR Session 14<sup>th</sup> September 2020.

Received.

**20.115. Any Other Relevant Matters for Report Only**

Cllr Peel informed the meeting that the Christmas tree would be installed on Sunday 29<sup>th</sup>



November. He asked for some volunteers to help with the installation.

Cllr Glen was concerned with protocol as he felt that some decisions were being made without council approval.

Cllr Clark informed the meeting that Oundle School would be holding a project day on 8<sup>th</sup> November. The school is going to donate trees to organisations in the town for planting.

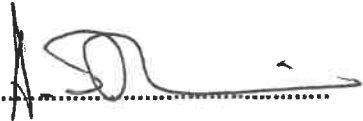
Cllr Hutton informed the meeting that a resident in St Christopher's Drive had asked the Council to consider leaving some grass areas to grow longer to encourage more wildlife. It was agreed to add this to the next Estates agenda.

Cllr Chesser informed the meeting that the armed police had been called to an incident at Hillside Road.

Cllr Peel asked if the link for the zoom meeting on 28<sup>th</sup> October had been circulated. The Clerk informed the meeting that it had been circulated in the latest email confirming the time and date of the meeting.

The meeting closed at 9.21pm.

Signature: .....

A handwritten signature in black ink, appearing to be 'A. S. O.', written over a dotted line.

17<sup>th</sup> Nov 2020

## OTC Monthly Payments - September 2020

Barclays Online payment date October 22nd

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£
			<b>16,266.26</b>
Rampchild	Recreation Ground Halfpipe * 50%	£	7,560.00
NCC Pension	Monthly Pension will be September	£	1,782.58
Motus Group t/a Pentagon	Replace works van - DU18 HBJ	£	10,579.00
JRC Entertainments Ltd	Refund of Circus Deposit	£	258.00
George Backhurst	Christmas Light payment 2016-19	£	500.00
Bluemoon	IT Support + 2 Laptops	£	2,025.61
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,304.00
Clyde & Co	Legal costs	£	66.24
Colemans	Stationery	£	29.96
Coles	Repairs & Maintenance	£	110.79
Cottons	Additional Furloughing costs	£	60.00
DC Construction	FH & CH Repairs	£	105.00
E-On Energy Solutions	Public lighting	£	77.75
E-On UK PLC	Unmetered supplies	£	199.91
ENC	Emptying dog bins	£	56.02
Fox Directories	Advertising	£	164.00
Garret Harvey	Grass cutting cemetery	£	2,760.00
K Mears	Litter picking	£	200.00
Pension House	Workplace Pension Due Diligence	£	600.00
Pick Arthey	Fuel	£	55.88
Plantool	RG Security Fencing	£	200.40
QI Marketing	Oundle.Info Quarterly Fee	£	408.00
RPM Ltd Reids	Toddler cradle swing	£	456.00
RVS Group	Photocopier printing costs	£	75.84
RG & MF Sadler	SO Faulty sensor	£	209.23
Stu Pots	Keys	£	13.98
	<b>Total</b>	<b>£</b>	<b>30,858.19</b>
<b><u>Barclays DIRECT DEBITS</u></b>			
Aviva Pension	Monthly Pension	£	2,193.31
Barclaycard	Bank Charges	£	61.76
Barclays	Bank Charges	£	95.70
Barclays Debit Card	All	£	931.08
Biffa	FH Quarterly wheelie bin service	£	464.72
Biffa	CH Quarterly wheelie bin service	£	199.97
British Gas	FH, Electricity & Gas	£	519.33
Direct365online	Feminine hygiene disposal	£	699.32
HMC&Revenue	P32 PAYE via Cottons	£	3,798.85
Mathew Algie	Coffee m/c rental & Coffee	£	188.16
Talk Talk	Broadband at Unit 7	£	37.14
Water Logic	Office Water	£	69.56
	<b>Total Direct Debits</b>	<b>£</b>	<b>9,258.90</b>
	<b>Total Payments</b>	<b>£</b>	<b>56,383.35</b>

This figure is in addition to "Regular Monthly SO & DD payments 2019-20" agreed at FC May DL/Accounts/Accounts Monthly